FFCRA Teammate Personal Care Options*

Teammate Sick Non-COVID-19 Symptoms Teammate Unable to Work or Telework COVID-19 Symptoms Teammate Unable Work or Telework Subject to COVID-19 Related Quarantine or Isolation Order

Teammate Unable Work or Telework Directed to COVID-19 Related Self-Quarantine



FFCRA Paid Sick Leave

Up to 80 hours at regular rate of pay with medical documentation

FFCRA Paid Sick Leave

Up to 80 hours at regular rate of pay with medical documentation

FFCRA Paid Sick Leave

Up to 80 hours at regular rate of pay with medical documentation



Sick, Vacation, Comp Time, Advanced Sick/Vacation, Catastrophic Leave

Paid Leave Options

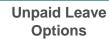
Sick, Vacation, Comp Time, Advanced Sick/Vacation

Paid Leave Options

Sick, Vacation, Comp Time, Advanced Sick/Vacation

Paid Leave Options

Sick, Vacation, Comp Time, Advanced Sick/Vacation



Leave without Pay FMLA

Unpaid Leave Options

Leave without Pay FMLA

Unpaid Leave Options

Leave without Pay FMLA

Unpaid Leave Options

Leave without Pay FMLA



* Options shown above are if teammate is unable to work or telework at all. However, if teammate is able to do some remote work and/or telework during quarantine/isolation, FFCRA Paid Sick Leave and/or other leave options may be used intermittently. The above options are subject to all applicable laws, regulations, rules, and policies are not necessarily available to every individual.

FFCRA Teammate Family Care Leave Options*

Caring for a Sick Family Member

Non-COVID-19 Symptoms Unable to Work or Telework Caring for a Child <18

Home Due to COVID-19 Related Closure Unable to Work or Telework Caring for an Family Member

Subject to COVID-19 Related Quarantine or Isolation Order Unable to Work or Telework Caring for a Family Member

Directed to COVID-19 Related Self-Quarantine



FFCRA

Paid Sick Leave

Up to 80 hours at 2/3 regular rate of pay with required documentation

FFCRA Paid Sick Leave

Up to 80 hours at 2/3 regular rate of pay with medical documentation

FFCRA Paid Sick Leave

Up to 80 hours at 2/3 regular rate of pay with medical documentation

AND/OR

Paid Leave Options

Vacation, Comp Time (These leave hours count toward total FMLA hours)

AND/OR

Paid Leave Options

Sick, Vacation, Comp Time, Advanced Sick/Vacation

AND/OR

Paid Leave Options

Sick, Vacation, Comp Time, Advanced Sick/Vacation



Paid Leave Options

Sick, Vacation, Comp

Time, Advanced

Sick/Vacation

Unpaid Leave Options

Leave without Pay FMLA

FFCRA Expanded Family

Medical Leave

If employed at least 30
days, up to 10 additional weeks at 2/3 regular rate of pay w/required

Unpaid Leave Options

Leave without Pay

Unpaid Leave Options

Leave without Pay

of pay w/required documentation

AND/OR Paid Leave Options

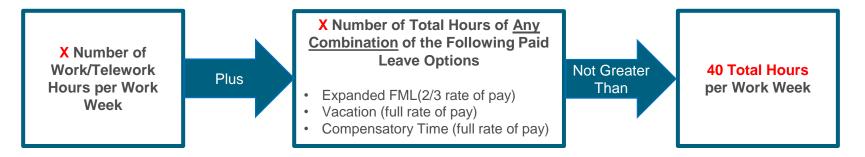
Vacation, Comp Time (These leave hours count toward total FMLA hours) *Options shown above are if teammate is unable to work or telework at all. However, if teammate is able to work or telework when not caring for child or family member, FFCRA Paid Sick Leave and Expanded Family Leave may be used intermittently as appropriate. The above options are subject to all applicable laws, regulations, rules, and policies are not necessarily available to every individual.



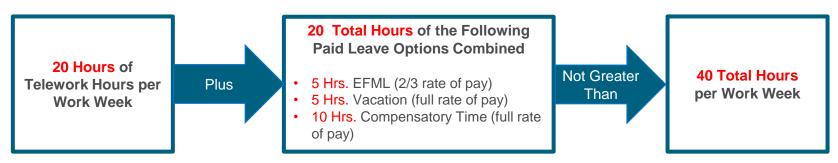
DEPT. OF ADMINISTRATIVE SERVICES

FFCRA Expanded Family & Medical Leave Options Examples*

Options Equation for a FT Teammate



Example of FT Teammate Teleworking 20 hours per Work Week



<u>NOTE:</u> FMLA hours whether paid Expanded Family and Medical Leave, Vacation or Compensatory Time will need to be counted as hours toward the total FMLA hours allowed in a 12 month period. These hours need to continue to be tracked at the agency level using the same process agencies normally use for tracking FMLA. <u>HR partners and supervisors in the agencies will need to ensure that when work time and leave hours are submitted for approval that the time worked plus any FFCRA and/or state leave options do not exceed 40 hours/week.</u>



*Examples shown above are for a full-time teammate who is able to work or telework when not caring for child or family member using FFCRA Expanded Family Leave intermittently as appropriate. The above options are subject to all applicable laws, regulations, rules, and policies are not necessarily available to every individual.